

LOCAL HEALTH PERSONNEL EMPLOYMENT COUNCIL
MEETING MINUTES
April 14, 2010

Council Members Present:

Wes Swarner
James Hale
Roger Smiley
Jennifer Woods
Dr. Joe Ellis

Others Present:

Ron Horseman, Local Health Personnel
Debbie Garrison, Local Health Personnel
Erin Cirre, Local Health Personnel
Diane Compton, Local Health Personnel
Tonya Shankle, Local Health Personnel
Deana Childers, Madison County HD, via Madison County connection
Pam Godby, Lake Cumberland District HD, via Lake Cumberland connection
Wilma Munsey, Lake Cumberland District HD, via Lake Cumberland connection
Linda Brock, Lake Cumberland District HD, via Lake Cumberland connection
Lisetta Whitworth, Green River District HD, via Green River connection
Carolyn Sue Fugate, Clark County HD, via Clark County connection
Elizabeth Smithson, Purchase District HD, via Purchase connection
Laura Croom, Pennyrite, District HD, via Pennyrite connection
Rhea M. Wilson, Three Rivers District HD, via Three River's connection
Georgia Heise, Three Rivers District HD, via Three River's connection
Carolyn Stewart, Three Rivers District HD, via Three River's connection
Rita Hatfield, Lincoln Trail District HD, via Lincoln Trail's connection
Lenora Kinney, Wedco District HD, via Wedco District connection
Cynthia Hamilton, Pike County HD, via Pike County connection
Sherry Collins, Pike County HD, via Pike County connection
Amanda Duke, Purchase District HD, via Purchase connection
Noel Copeland, Purchase District HD, via Purchase connection
Matt Hunt, Barren River District HD, via Barren River connection

Wes Swarner, Chairman, called the meeting to order at approximately 1:05 PM.

Old Business

James Hale moved that the minutes of the meeting held on October 7, 2009 be approved as submitted. Jennifer Woods seconded the motion and the motion carried.

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Actions on Appeals received from the Administrative Hearing Branch

Debbie Garrison, Local Health Personnel presented the following information on current appeals:

Recommended Orders:

AHB DPH 09-810	Employee appealed demotion action taken by the health department. Hearing date is scheduled for January 21, 2010 at 1:00 p.m. Received Recommended Order affirming agency decision.
AHB DPH 09-888	Employee appealed dismissal action from the health department. Hearing date is scheduled for January 21, 2010 at 1:00 p.m. to be held in conjunction with AHB DPH 09-810. Received Recommended Order affirming agency decision.
AHB DPH 09-1104	Applicant appealed Local Health Department Personnel's decision to reject his application for employment based on a felony charge. Applicant stated that his rights were restored and he should be placed on the certification. Hearing was scheduled for January 26, 2010, but cancelled due to inclement weather. Received Recommended Default Order on 03-29-10.

Scheduled Hearings

AHB DPH 10-111	Employee appealed dismissal action taken by the health department. Hearing date is scheduled for April 1, 2010 at 9:30.
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Appeals in Process:

AHB DPH 09-887	Employee appealed dismissal action from the health department. Hearing was held on November 25, 2009. No additional information at this time.
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AHB DPH 09-762

Employee appealed suspension action by the health department. Hearing date was held on November 9, 2009. No additional information at this time.

AHB DPH 09-975

Employee appealed dismissal action from the health department. Hearing date was held on December 7, 2009. Case has been placed in Abeyance until May 7, 2010 to allow parties to determine whether a settlement of the issues can be reached.

Appeals that have been requested

We have an employee that is appealing their dismissal from a health department based on discrimination of race, ethnic origin and sex. No Administrative Hearing number assigned yet or hearing date.

New Business

Updates from Ron Horseman regarding Local Health Personnel

Ron Horseman for Local Health Personnel stated that our website was up and running and we now have new material added to it. Under our Form column we have added an open records request, a Reorganization/Layoff template, and sick leave sharing forms. These are forms that are used routinely by the agencies and we have placed them on our website to make it easier to gain access to them. Coming soon to our website will be the voting request form and also web links that may be helpful for personnel staff. If there is anything that the health departments feel would be helpful to you, please let us know. We accept all ideas and suggestions.

Since December we have been doing a monthly newsletter that had helpful tips and was a motivational news letter. It was just helpful suggestions of how to refresh skill and motivation tips to motivate employees. We did try to post these on our website however we found that we are not allowed to place them on the website. Due to that fact, from now on these newsletters will be sent via e-mail. If you need another copy of them contact us and we will be glad to send them to you. Also if you have any topics or suggestions let us know. We always need fresh ideas. We have had a good response regarding these newsletters.

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James Hale asked what the problem with posting the newsletters on the web were and Ron told him we had found that it was due to Copyright infringement rights. So to be safe, we have removed them from the web.

James Hale also asked if our forms were PDF or Interactive format and Ron stated that they would have to save them as a word document and then complete them from there. However, the application is user friendly. All forms have to be done by paper unless they do it internally in the agency to make it an interactive document. We do have them with Form numbers of LHP 1, 2, 3 etc. There are advantages both ways but as we are not web-based yet, everything has to be submitted by paper. We are one to two or three years away from being web-based.

Also, the quote of the month that was on the web page has been removed because we do not have approval through the 5th floor of CHFS as they do not see them as personnel related.

Ron asked if there were any further questions and there were none. He also asks the health departments that if they have any topics to discuss for the next Council meeting to please let us know.

The next meeting date will be August 4, 2010 at 1:00 p.m..

At 1:20 PM, Wes Swarner made a motion to adjourn and James Hale, seconded the motion, and the motion carried.